

## Focus Occupation: File Clerks (43-4071)

Focus occupation: File Clerks	
Employment and Growth	565/-0.7%
Ave. Monthly Wage	\$2,781
Education/Experience	High school diploma or equivalent

Advance FROM Focus Occupation				
Occupation	Rung	Employment/ Growth	Education/Experience	Similarity
First-Line Supervisors of Office and Administrative Support Workers (43-1011)	5	2,697/ 13.2%	HS/1-5 yrs	70
Executive Secretaries and Executive Administrative Assistants (43-6011)	4	4,236/ 11.2%	HS/1-5 yrs	85
Law Clerks (23-2092)	3	36/ 2.9%	PHD	73
Information and Record Clerks, All Other (43-4199)	2	1,206/ 10.6%	HS	80
Medical Records and Health Information Technicians (29-2071)	2	626/ 27.5%	VOC	76
Medical Secretaries (43-6013)	2	647/ 32.0%	HS	72
Billing and Posting Clerks (43-3021)	1	1,563/ 19.5%	HS	78
Office and Administrative Support Workers, All Other (43-9199)	1	5,100/ 15.7%	HS	87
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive (43-6014)	1	3,633/ 7.4%	HS	81

Transfer TO and FROM Focus Occupation				
Occupation	Rung	Employment/ Growth	Education/Experience	Similarity
Office Clerks, General (43-9061)	0	7,318/ 10.3%	HS	98
Receptionists and Information Clerks (43-4171)	0	3,619/ 18.0%	HS	81

Advance TO Focus Occupation				
Occupation	Rung	Employment/ Growth	Education/Experience	Similarity
Library Assistants, Clerical (43-4121)	-1	460/ 9.8%	HS	75

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**Important note:** A worker does not necessarily have to traverse every rung to advance to or from the focus occupation. Occupations above and below the focus occupation are directly related to the focus occupation, but they are not necessarily directly related to each other. For example, actors and athletes are both related to agents of artists, performers, and athletes, but actors and athletes are not directly related to each other.

Analysis and development of the career lattice is by the Alaska Department of Labor and Workforce Development, Research and Analysis Section.

Data sources used for research and analysis: O\*NET (Occupation Information Network), Alaska Occupational Data Base (ODB), Standard Occupational Classification Manual, North American Industry Classification System manual, Bureau of Labor Statistics Occupational Employer Survey (OES) wage estimates.